



CITY OF BIRMINGHAM

MAYOR RANDALL L. WOODFIN

PUTTING PEOPLE FIRST

Dear vendor,

As we continue to offer amenities to our visitors and citizens, we must consider how the City's resources are distributed. We have embarked on unprecedented times. Due to budget constraints resulting from the pandemic, we are reviewing and adjusting how the City of Birmingham provides in-kind services for events held in the City.

The City's costs in supporting events are monitored regularly. As a result, we must manage those costs accordingly and diligently. Considering the impact from the pandemic, the City must tighten its budget. We are reducing the provision of in-kind services and resources for events for the foreseeable future. We ask that as you begin preparing for your next event, please include these services in your planning costs. Depending on the nature of your event, planning costs you may incur shall include: venue rental, police/fire safety and security, overtime costs associated with early-hours, late hours or weekend staffing, and permit fees.

We thank you in advance for your acknowledgment of these upcoming changes and making adjustments. We are still working through the details of our new policies and fee schedules, but I wanted you to be prepared as soon as we recognized that changes would be necessary. Expect updates to be shared publicly.

The City of Birmingham appreciates your commitment to providing quality services to our community and look forward to your continued support. Should you have any questions, please feel free to contact our team at (205) 254-2277.

Sincerely,

Randall L. Woodfin
Mayor